
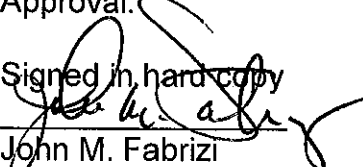


CITY OF BRIDGEPORT

Subject:	Approval:	Approval:	Effective:
ETHICS POLICY - REVISED 5/03	Signed in hard copy  George Gross CAO	Signed in hard copy  John M. Fabrizi Mayor	5/2/03 Number: Page: 1 of 3

What is the Code of Ethics of the City of Bridgeport?

The Code of Ethics is an ordinance (Bridgeport Code of Ordinances Chapter 2.38) that sets standards of conduct for ELECTED and APPOINTED officials, department heads, boards, commissions, agency members, or employees of the City of Bridgeport.

Declaration of Purpose

This Code of Ethics and Commission on Ethics Ordinance is adopted for the City of Bridgeport and is established with the purpose of setting forth ethical standards of conduct and prohibited activities which will be consistent with the best interests of the City of Bridgeport.

The proper operation of democratic government request that public officials, employees and other persons involved in the governmental process, and in the services rendered by government, be independent, impartial and responsible to the people. They shall demonstrate by their example the highest standards of ethical conduct, the end that the public may justifiably have trust and confidence in the integrity of government. As agents of public purpose, public interest must be the foremost concern. They shall hold their offices or positions for the benefit of the public and shall faithfully discharge their duties, placing the good of the City above any personal or partisan consideration. Public office must not be used for personal gain.

Officials and employees have a responsibility by virtue of the trust vested in them by their employment or oath of office to discharge their duties conscientiously, impartially and to the best of their ability. Officials and employees will conduct themselves with propriety, discharge their duties fairly, and make continuing efforts towards attaining and maintaining high standards of ethical conduct.

Officials and employees recognize that the responsibility for ethical conduct ultimately rests with each individual, in this regard, individual must be guided by standards of honesty, decency and morality, all consistent with the best interests of the City of Bridgeport, and should avoid any conduct having the appearance of violating these standards.

Where can Copies of the Ordinance be obtained?

Copies of the Ordinance are obtained from the City Clerk's Office, City Hall, Lyon Terrace, Bridgeport, CT 06604.

How is a complaint filed?

Fill out the attached form included in the pamphlet, or obtain a complaint form from the City Clerk's office located in City Hall, Lyon Terrace, Bridgeport, CT. Complete and mail to the Ethics Commission, City Hall, Lyon Terrace, Bridgeport, CT 06604, ATTN: Chairperson, in an envelope clearly marked CONFIDENTIAL. Additional forms will be made available in the City Clerk's office.

What happens when a complaint is filed?

- The Commission after investigation, determines whether probable cause exists to believe there is a violation.
- The investigation is confidential until the Commission makes a finding of probable cause.
- If probable cause is not found, the complaint is dismissed.
- If probable cause is found, a public hearing is held.
- If there is a finding of a violation by the Commission it is made public and reported to the appropriate employing authority.

Periodic Notification of City Ethics Standards

As Mayor John M. Fabrizio said in his swearing in remarks, it is essential that all city employees and appointed officials all remember each and every day that we are here to serve the best interests of the citizens of Bridgeport. In furtherance of the Fabrizio administration's efforts to reinforce the ethical standards outlined in the City's Code of Ethics (Bridgeport Code of Ordinances Chapter 2.38), the Code is to be forwarded to each department and agency head and the Board of Education for distribution to all employees, as well as to all appointed city officials. Accompanying the Code is to be an acknowledgement receipt form for all employees and appointed officials to sign after they have read the Code.

Initial signed acknowledgements are to be filed with the CAO's office on or before Noon, Tuesday, May 13, 2003. Mayor Fabrizio's staff and Cabinet already have received and signed the acknowledgement receipt.

All new City employees shall be required to sign the acknowledgement receipt form by Civil Service or Grants Personnel, for their respective hires. All new appointees shall be required to sign the acknowledgement receipt form by the Office of the Mayor at the time of swearing in.

In order to periodically reinforce the City's Code of Ethics obligations, henceforth acknowledgements shall be re-filed annually, commencing January 2004. These acknowledgements are due by or before the 15th of January of each year and are to be filed with the CAO's office.

Acknowledgement of Receipt of City of Bridgeport Code of Ethics

I have received the City of Bridgeport Code of Ethics (Bridgeport Code of Ordinances Chapter 2.38). I acknowledge that I have read and understand the City Code of Ethics and I agree to comply with it. I understand that violating the rules of this policy may result in disciplinary action, including termination.

I also acknowledge responsibility for complying with future changes in such policy, practices and regulations communicated to employees from time to time, whether or not I have signed an acknowledgement of such changes.

Employee / Appointee Signature

Date

City Department, Board or Commission

Please print name clearly

Ethics policy amendment.doc